

Work Session of the Board of County Road Commissioners for the County of St. Joseph, State of Michigan, was held in the Board Room at the St. Joseph County Road Commission, 20914 M-86, Centreville, Michigan with Vice Chairman Chupp calling the meeting to order at 5:00 pm.

Present: Chairman Eric Shafer, Commissioner Vince Mifsud, Commissioner Jack Coleman, Commissioner David Miars, Clerk Julie Mayuiers, Manager John Lindsey

Polycom: Vice-Chairman Rodney Chupp

Guests present: Garrett Myland, Engineer/Assistant Manager
Nate Taylor, Director of Fleets & Facilities
Don Preston, Director of Operations
Robert Tomlinson, Three Rivers Commercial
Luis Rosado, St. Joseph County Commissioner
Brittany Hinn, Accounting Clerk

Motion by Commissioner Coleman seconded by Commissioner Miars to approve the Agenda as amended adding Engineering Reimbursement and Consent Agenda of the April 19, 2023, Board Meeting & Public Hearing on Millard & Roberts Road project. Motion carried.

MOTION

Motion by Commissioner Mifsud seconded by Commissioner Miars to amend the Physical Examinations Policy of the St. Joseph County Road Commission as dated May 3, 2023.

A roll call vote was taken: Ayes: Coleman, Miars, Mifsud, Shafer
Abstained: None Absent: Chupp

Nay votes cast: None

Motion carried.

I, Julie A. Mayuiers, Clerk of the Board of County Road Commission of the County of St. Joseph, State of Michigan, hereby certify that the above is a true and correct copy as recorded in the minutes of the meeting of May 3, 2023.

Julie A. Mayuiers

Julie A. Mayuiers
Clerk of the Board

MOTION

Motion by Commissioner Coleman seconded by Commissioner Miars to amend the Petty Cash Policy of the St. Joseph County Road Commission as dated May 3, 2023.

A roll call vote was taken: Ayes: Mifsud, Miars, Coleman, Shafer
Abstained: None Absent: Chupp

Nay votes cast:

Motion carried.

I, Julie A. Mayuiers, Clerk of the Board of County Road Commission of the County of St. Joseph, State of Michigan, hereby certify that the above is a true and correct copy as recorded in the minutes of the meeting of May 3, 2023.

Julie A. Mayuiers

Julie A. Mayuiers
Clerk of the Board

MOTION

Motion by Commissioner Miars seconded by Commissioner Mifsud to amend the Credit Card Policy of the St. Joseph County Road Commission as dated May 3, 2023.

A roll call vote was taken: Ayes: Coleman, Miars, Mifsud, Shafer Nays: None
Abstained: None Absent: Chupp

Motion carried.

I, Julie A. Mayuiers, Clerk of the Board of County Road Commission of the County of St. Joseph, State of Michigan, hereby certify that the above is a true and correct copy as recorded in the minutes of the meeting of May 3, 2023.

Julie A. Mayuiers

Julie A. Mayuiers
Clerk of the Board

MOTION

Motion by Commissioner Miars seconded by Commissioner Coleman to rescind Policy #18 Adoption of Personnel Policy by the St. Joseph County Road Commission dated April 4, 1956.

A roll call vote was taken: Ayes: Mifsud, Miars, Coleman, Shafer Nays: None
Abstained: None Absent: Chupp

Motion carried.

I, Julie A. Mayuiers, Clerk of the Board of County Road Commission of the County of St. Joseph, State of Michigan, hereby certify that the above is a true and correct copy as recorded in the minutes of the meeting of May 3, 2023.

Julie A. Mayuiers

Julie A. Mayuiers
Clerk of the Board

MOTION

Motion by Commissioner Mifsud seconded by Commissioner Miars to adopt the Introduction to Employment Policy of the St. Joseph County Road Commission as dated My 3, 2023.

A roll call vote was taken: Ayes: Coleman, Miars, Mifsud, Shafer Nays: None
Abstained: None Absent: Chupp

Motion carried.

I, Julie A. Mayuiers, Clerk of the Board of County Road Commission of the County of St. Joseph, State of Michigan, hereby certify that the above is a true and correct copy as recorded in the minutes of the meeting of May 3, 2023.

Julie A. Mayuiers

Julie A. Mayuiers
Clerk of the Board

Resolution

WHEREAS, the Board of County Road Commissioners of the County of St. Joseph have developed policies so the road commission can operate in an efficient manner; and

WHEREAS, a systematic review of these policies has been undertaken by the board and management staff in order to remove outdated policies, and to modify and update policies; and

WHEREAS, no records have been found of these policies being formally rescinded; and

WHEREAS, the content of these policies are now obsolete because of changes in operations or passage of time; and

WHEREAS, it is appropriate that these policies be rescinded.

THEREFORE BE IT RESOLVED, that the Board of Road Commissioners of the County of St Joseph hereby approved rescission of policies

Policy #23- Blanket Voucher Directive from St Joseph County Board of Supervisors Road & Bridge Committee

Policy #41- Resolution to Establish Complete Physical Inventory Taking Procedures
(Covered by Procedures Control updated annually and signed by the board)

Policy #42- Michigan County Road Commission Self-Insurance Pool
(Resolution to state that we will remain active members of the pool)

Policy #42.1- Michigan County Road Commission Self-Insurance Pool
(Resolution to state that we will remain active members of the pool)

Motion by Commissioner Miars seconded by Commissioner Mifsud to rescind Policies #23, 41, 42 and 42.1.

A roll call vote was taken: Aye votes cast: Coleman, Miars, Mifsud, Shafer Nays: None
Abstained: None Absent: Chupp Motion carried.

I, Julie A. Mayuiers, Clerk of the Board of County Road Commissioners of the County of St. Joseph, do hereby certify that the above is a true and correct copy as recorded in the minutes of the meeting of May 3, 2023.

Julie A. Mayuiers

Julie A. Mayuiers
Clerk of the Board

Certified Resolution

Motion by Commissioner Miars seconded by Commissioner Coleman that the following resolution be adopted:

WHEREAS, the St. Joseph County Road Commission (SJCRC) has been an active member of the Michigan County Road Commission Self-Insurance Pool (MCRCSIP) since April 1, 1984.

WHEREAS, the SJCRC has signed an Intergovernmental agreement and Trust Agreement with MCRSIP to provide insurance.

WHEREAS, Policies 42 and 42.1 have been rescinded.

THEREFORE, BE IT RESOLOVED, although these policies have been rescinded the SJCRC will remain active members of the Michigan County Road Commission Self-Insurance pool.

A roll call vote was taken: Ayes: Mifsud, Miars, Coleman, Shafer Nays: None Abstained: None
Absent: Chupp Motion carried.

I, Julie A. Mayuiers, Clerk of the Board of County Road Commission of the County of St. Joseph, State of Michigan, hereby certify that the above is a true and correct copy as recorded in the minutes of the meeting of May 3, 2023.

Julie A. Mayuiers

Julie A. Mayuiers
Clerk of the Board

CERTIFIED RESOLUTION

Motion by Commissioner Mifsud seconded by Commissioner Miars to approve the Engineering Reimbursement in the amount of Ten Thousand and 00/00 Dollars (\$10,000) to the St. Joseph County Road Commission for Garrett Myland, P.E. as being a licensed professional engineer retained by the St. Joseph County Road Commission.

A roll call vote was taken: Ayes: Mifsud, Coleman, Miars, Shafer Nays: None
Absent: Chupp Abstained: None Motion carried.

I, Julie A. Mayuiers, Clerk of the Board of County Road Commission of the County of St. Joseph, State of Michigan, hereby certify that the above is a true and correct copy as recorded in the minutes of the meeting of May 3, 2023.

Julie A. Mayuiers

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Commissioner Comments:

Vince Mifsud – Nothing

Jack Coleman – From the election results of May 2nd out of 13 road millages across the state in various counties that were on the ballot, all passed with the exception of 1.

Dave Miars – Nothing

Eric Shafer – Thank you to the staff for the policy items and commissioners for reviewing. Thank you to the staff for the audit that seems to go on and on. Thank you for the SS4A eye opening experience to sit through. The \$200,000 Grant was brought to Garrett by a former MDOT employee that knows Garrett’s capabilities and encouraged Garrett to look into this.

Meeting adjourned at 9:50 am.

Eric B. Shafer, Chairman

Julie A. Mayuiers, Clerk of the Board
